

GRANTS REVIEW PROCEDURES

63-J7, Grants from Persons and Corporations, outlines a process for approving grants in the amount of \$10,000 and above from any person or corporation. 63J7-101 through 63J7-203 requires that an agency submit a grants request at the time the request for a grant is made and prior to accepting a grant. Approval must be given “before obligating the State to accept or receive a grant”.

GUIDELINES FOR 63J-7-102 THROUGH 63J-7-203 REQUIREMENTS

63J-7-102 through 63J-7-203 requires that “before obligating the state to accept or receive a grant, an executive branch agency shall submit a grant summary to the governor or the governor’s designee for approval”. Approval must be given “before obligating the State to accept or receive” grant funds. Grants that: 1) are for more than \$50,000, 2) add permanent full-time or part-time employees, or 3) require any state matching funds must also receive additional approval from the Legislature “in order to receive or administer the grant”.

Agencies wishing to apply for or receive a grant from a person or corporation must complete a GOPB Non-Federal Budget Impact Form and submit it, along with a any application that was required by the grantor to the GOPB grants analyst no later than three months after submitting a grant request, and, where possible, before formally submitting the grant request to a person or corporation.

The grants analyst then assigns a State Grant Identification (SGI) Number for processing and tracking purposes. The request is analyzed and compiled in a monthly report to be reviewed and approved by the Executive Appropriations Committee of the Legislature.